

Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Wednesday, January 27, 2016 in the board room of the Housing Authority office located at 491 E Center Street, Juneau, Wisconsin.

The meeting was called to order at 8:30 am by Glenn Stousland, Chairman.

Roll Call: Glenn Stousland, Chairman, Mary Reak, Ken Neumann, Eugene Wurtz, Shirley Kitchen

Absent: None

Also Present: Donna Braun, Executive Director and Jamie Rhodes, Housing Supervisor

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Ken Neumann to approve the agenda. The motion was seconded by Mary Reak.

Motion carried.

Motion was made by Mary Reak and seconded by Shirley Kitchen to dispense the reading of the December 23, 2015 minutes and approve them as presented. Motion carried.

Public Forum: None

Communications: Received a letter of appreciation from the Veteran's home in King Wisconsin. Tenants sent approximately 150 Christmas cards to Veterans.

The Financial reports were reviewed. A motion was made by Shirley Kitchen and seconded by Ken Neumann to approve the financial reports as presented. Motion carried.

Bills for Dodge 1, 6, OGLLC, HA and HUD were presented. A Motion was made by Shirley Kitchen and seconded by Mary Reak to approve the bills and pay as due. Motion carried.

Unfinished Business:

11. A Dodge 1, 6 and OGLLC Occupancy Report for period January 2016.

Theresa	12-12	Burnett	12-10	Iron Ridge	8-8	Waupun	48-43
Ashippun	12-12	Lowell	12-11	Juneau	15-12	Oak Gove	24-23
Reeseville	14-12	Hustisford	14-14	Beaver Dam	17-16		

Progress report on Housing Choice Voucher Section 8 Program: Vouchers – 140 + 0 port out

Occupancy report- Running Ads and contacting other agencies for vacancies. Remodeling units in Burnett. Holding Beaver Dam unit for remodel. Oak Grove has activities with move in and move out, but will be full for next month.

HUD- no vouchers are actively seeking. Sent out 645 updates to waiting list. 120 mail returned. 250 sent back confirmation. 168 Local and active applications. ACH process is working well.

Maintenance report- Taking down Christmas Trees. Juneau remodels are finished. Remodeling 2 units in Waupun. Conducted fire drill at Chief at Harris Court. Replaced smoke and CO Detectors in public areas in Harris Court. Delivered notices to tenants for severe cold weather. No frozen pipes.

Tenant/Program participation report- addressing parking spot issues and conducting annual meetings

Management- Busy month of reporting W2, 1099's, rent certificates, retirement reconciliation. OG year end. NEF and WHEDA annual reporting.

Old Business:

New Business:

A motion was made by Shirley Kitchen to approve the Dodge 6 budget as presented. The motion was seconded by Mary Reak. Motion carried.


A motion was made by Mary Reak to approve the Dodge 1 budget as presented. The motion was seconded by Ken Neumann. Motion carried.

The next meeting of the Dodge County Housing Authority is scheduled February 24, 2016 at 8:30am.

A motion was made by Mary Reak to adjourn. The motion was seconded by Ken Neumann Motion carried.

Meeting adjourned at 9:50 a.m.


Glenn Stousland, Chairperson


Donna Braun, Executive Director